

ADVANCED RECOGNITION & CERTIFICATION



<https://institute.pm/certify/arc>



The Advanced Recognition and Certification (ARC) workshop series is a wholly interactive experience in which participants initiate, plan, deliver and close an actual project.

Over 12 collaborative sessions, our expert facilitators leverage your latent project experience, connecting a common frame of reference, common purpose and **common-sense** approach to the cohesive delivery and oversight of professional and personal projects.

In contextualising this course for corporate clients, we can also integrate your project assets, templates and tools into the curriculum for a seamless and relevant workplace experience.

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I WOULD LIKE TO EXTEND MY SINCERE THANKS AND APPRECIATION TO THE WHOLE TEAM FOR DEVELOPING SUCH AN INTERACTIVE AND PRACTICAL COURSE CONTENT

SRIDHAR N.
SAUDI ARAMCO

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I REALLY APPRECIATED HOW YOU FACILITATED THE SESSIONS. I LOVED THE FACT THAT THEY WERE SELF-CONTAINED AND WE DIDN'T HAVE TO DO PREP WORK OR ANY HOMEWORK... ALSO, HAVING THE RECORDINGS THERE IF WE DID MISS SESSIONS WAS SUPER HELPFUL, OBVIOUSLY WE GET A LOT MORE OUT OF THE LIVE DISCUSSIONS, BUT HAVING THOSE INSTEAD OF JUST DOCUMENTS TO READ THROUGH (WAS) A LOT MORE ENGAGING.

LYSSA C.

DEPARTMENT OF HEALTH

I'M KINDA SICK OF POWERPOINT...

Good – so are we!

We get that adults have distinctly different motivations to learn, so we ensure our content is relevant, learners are engaged, learning processes are active and delivery is centred around you.

This means that we include a mix of role playing, scenarios, case study discussion, inquiry-based dialogue, small group work and problem-based learning exercises that go beyond PowerPoint and directive text.

With workshops strictly capped at **25 participants**, you can also be sure of the full attention of your expert trainer throughout the program and whenever you need it.



ENABLING INNOVATION



WHAT WILL I LEARN?

Each session runs for 2.5 hours and can be delivered virtually or via in-person delivery (circumstances permitting).

The sessions align to the course structure in OPEN and build as follows:

- Session 01:** Project Frameworks
- Session 02:** Project Stakeholders
- Session 03:** Choosing The Right Project
- Session 04:** Project Communication
- Session 05:** Requirements Analysis
- Session 06:** Procurement
- Session 07:** Managing Project Risk
- Session 08:** Agile Project Management
- Session 09:** Managing Project Teams
- Session 10:** Leading Projects
- Session 11:** Managing Project Change
- Session 12:** Closing Projects

Importantly, we do not advocate the use of one specific methodology, as our experience in a wide range of global industries shows us that organisations inevitably develop and employ their own unique framework.

Using the proven good practices of PMBOK, PRINCE2, Agile, ISO and other methods, we encourage our learners to **think critically** about what is 'best' practice for their own projects and operating environment.



I ALWAYS LOOKED FORWARD TO TUESDAY'S AND THE OPPORTUNITY TO LEARN MORE ABOUT PROJECT MANAGEMENT. YOU MADE THE MATERIALS FUN TO LEARN AND WE HAD SOME REALLY GREAT DISCUSSIONS.

MIRKO J.
CLEAN ENERGY CONSULTANT

NOT ANOTHER WEBINAR...

The virtual version of ARC is a genuine, peer-to-peer facilitated learning experience that goes beyond the traditional text-book, video or PowerPoint pedagogy.

Unlike most webinars today, classroom sessions are **100% live** with no pre-recorded content.

You cannot just 'press play' and listen to a lecture – the level of interaction demanded through discussion, breakout participation and collaborative portfolio building means that your classmates are depending on you to stay actively engaged and contributing throughout.

Sessions are still recorded for students to privately review; you can also catch up at any time by completing the equivalent unit in OPEN, your online textbook!

And because we use ZOOM to collaborate, virtual classes can be accessed via any desktop computer or iOS / Android tablet or phone.

You join via your OPEN account for high quality streaming, and we request that you share your webcam while you chat to create a panel-like feel.

Our breakout feature also makes it easy for you to actively participate, work together and exchange ideas with your peers, and you can virtually raise your hand at any time to get the facilitators' attention and ask questions.



YOUR FACILITATOR

Our Certified Project Trainers (CPTs) are:

- ☞ Proven industry experts with a minimum of 10 years' practical experience in leading complex projects, programs and portfolios of work
- ☞ Inspiring communicators
- ☞ **Creative and critical thinkers**, and
- ☞ Trained educators, facilitators and mentors

Importantly, they are not professional lecturers who have only learned project management from text-books.

They superimpose a wealth of project knowledge, skill and experience from all stakeholder perspectives that brings project management to life for learners.



I APPRECIATED YOU CUSTOMISING THE PROGRAM TO TALK ABOUT THE COURSE AS AN EXAMPLE STUDENTS COULD RELATE TO AND FOR YOUR ENERGY ON THE SESSION TODAY, NOT TO MENTION EXCELLENT TIMEKEEPING!

COLLEEN W.
CENTRE FOR VOLUNTEERING



WHERE WILL IT TAKE ME?

Candidates who successfully complete the ARC workshop are admitted to the Institute of Project Management as a **Certified Project Officer (CPO)**.



Upon completing the subsequent requirements, candidates may also be assessed at a higher level Certification within 6 months of completing the workshop at no extra cost:

- 🌀 Certified Project Professional (CPP) – leads projects
- 🌀 Certified Project Master (CPM) – leads project teams
- 🌀 Certified Project Director (CPD) – leads project managers

Candidates can also go on to complete the BSB40920 Certificate IV in Project Management Practice or the BSB0820 Diploma of Project Management at a significantly reduced price.



THANK YOU FOR EVERYTHING AND A BIG MAHALO'S FOR WHAT YOU DO FOR PERSONNEL IN UNIFORM AND FOR THE FIRST RESPONDERS!

GILBERT D.
AREA FIELD MANAGER



FUTURE-PROOF YOUR CAREER

WHY SHOULD I GET CERTIFIED?

BUILD ON WHAT YOU ALREADY KNOW

Depending on your professional experience, you may have already engaged in and potentially led complex projects.

The process of obtaining a project management certification will help to formalise the knowledge, skills and experience that you have already earned.

And whereas most project management certifications demand the un-critical rote memorisation of formulas and processes; the Institute of Project Management teaches from a comprehensive body of industry-tested best-practices that are **transferable and scalable** to any industry, sector or project.

In fact, the Institute's project management certifications are created and maintained by a diverse international panel of cross-industry thought leaders and experts.

By ensuring that our certifications benchmark only the highest standards, we have earned global recognition, which transfers to immediately and credibly to our certification holders.



OPEN DOORS

Holding an internationally recognised project management certification may help get your foot in the door for a key interview or be an influential factor when pitching for a new client.

Project management certification can also help you to grow your professional network.

Our ever-expanding **LinkedIn network** of Institute certification holders welcomes a community of fellow project management professionals, potentially opening up new opportunities, roles, clients and even mentorship.



ALL JOBS & INDUSTRIES

WHY SHOULD I GET CERTIFIED?

BOOST YOUR CAREER

A project management certification will boost your career by codifying your professional knowledge, skills and experience as a project manager. Certification establishes your commitment to skill development throughout your career.

This shows employers, managers and clients that you're determined to be recognised as **an elite project professional**.

Employers are always looking for people with a track record of professional development and how these qualities will contribute to completing projects successfully.

What's more, a project management certification can help you to take on new responsibilities.

Certification tells your manager or a new employer that you're prepared to advance your knowledge and are ready to take on more and more challenging and complex projects.

EARN MORE

Gaining experience will always drive up your earnings but adding an industry-recognised certification to your name can enable you to command higher rates.

Top organisations are always on the look-out for professionals with recognised certifications and will sometimes make it a requirement for higher paying roles.

Numerous studies show that project certification holders can command salaries **up to 26% greater** than their peers.



THANK YOU ALSO FOR THE FREE PROJECT MANAGEMENT RESOURCES PROVIDED. I MYSELF HAVE FOUND THEM VERY VALUABLE TO BOTH TO HOW I LEARNT DURING THE COURSE BY USING THEM FOR PRACTICE BUT ALSO NOW THAT I HAVE FINISHED I AM USING FIVE OF THE TEMPLATES ON A REGULAR BASIS.

JESS N.
LOCAL GOVERNMENT OFFICER

THE BENEFITS OF INSTITUTE CERTIFICATION

Institute of Project Management Certifications validate contemporary best practices in the discipline of project management.

They equally respect both people and process, and do not preference any one standard, methodology or industry approach.

Instead, our Certifications evidence a highly rigorous and transferable baseline of **knowledge, skills and experience** that can be applied in any project context.

Institute Certification holders are ultimately critical thinkers; they are the project leaders, problem solvers and innovators of the 21st century.

Now is the time to unlock your true career potential by proving your ability to handle challenging projects and increasing your value to employers.

So what are some of the other benefits of certifying with the Institute of Project Management..?



- ☞ Access our free, OPEN, online knowledge library – your digital textbook and resource base
- ☞ Consider alternative assessment options, including the recognition of your prior project management learning
- ☞ Receive **lifetime certification** – no membership, subscription or ongoing fees are required
- ☞ Guaranteed global recognition – your project management passport!
- ☞ Access direct pathways to higher certification and/or qualifications
- ☞ Exponentially increase your career potential and rewards



WHY DO EMPLOYERS PREFER OUR CERTIFICATIONS?

Employers today are frustrated with “Paper PMs” – project managers who are certified on the basis of completing a theoretical, methodology-specific quiz.

Such quizzes invariably demand rote memorisation of obscure formulas and highly complex process maps that bear only a passing resemblance to how projects are delivered in the real world.

By contrast, the Institute of Project Management goes beyond theory or case-study based assessment, requiring candidates to additionally demonstrate the **practical application** of project knowledge in their existing workplace.



This means that the organisation learns alongside the candidate as they critically reflect upon their own performance and identify opportunities to improve the delivery of future projects and programs of work.

In fact, employers prefer and invest in Institute certifications for their staff for a whole range of reasons:

- Comprehensive assessment conducted by **human experts** that validates knowledge, skills and experience
- The Institute assesses people, not CVs – we personally interview, challenge and reference check all candidates at the CPP level and higher
- Instant, online validation of certification authenticity is available via LinkedIn and OPEN
- The Institute’s certification marks and post-nominals are accredited to explicitly defined and regularly audited international standards

- Candidates are bound to the Institute’s **Code of Ethics for Project Professionals**
- Organisations employing Institute certified candidates immediately observe improved project performance

By taking a 21st century approach to competency-based assessment, our Certifications are the most durable and cost-effective option for current and future project managers looking to independently assure their value to their employer.



I WOULD LIKE TO SPECIFICALLY COMMENT THAT THE TRAINING I RECEIVED HAS REALLY ENHANCED MY SKILLS IN PROJECT MANAGEMENT. UPON MY RETURN, I JOINED THE GLOBAL ENVIRONMENT FACILITY SMALL GRANTS PROGRAM WITH UNITED NATIONS IN PNG WHERE I AM CURRENTLY BACKSTOPPING THE NATIONAL COORDINATOR IN COORDINATING MANY SMALL PROJECTS IN THE COUNTRY WHO ARE OUR GRANT RECIPIENT. I ENJOYED MY JOB WITH NO DIFFICULTY AND I COMMEND THE TRAINING.

JENNY W.

UNITED NATIONS DEVELOPMENT PROGRAMME

FREQUENTLY ASKED QUESTIONS

Is this a preparation or Certification course?

Completing our Advanced Recognition and Certification (ARC) course fulfils the knowledge requirement for admission as a Certified Project Officer, Professional, Master or Director.

Individual assessment of your experience and skills is independently conducted post-workshop.

How is this Certification accredited?

The Institute's Certification marks and post-nominals are accredited by the Australian Government and its treaty partners to explicitly defined and regularly audited international standards.

The Institute of Project Management is also an Australian Government Registered Training Organisation (RTO).

What project method do you teach?

We do not advocate the use of one specific methodology, as our experience in a wide range of global industries shows us that organisations inevitably develop and employ their own unique framework.

Using the proven good practices of PMBOK, PRINCE2, Agile, ISO and other methods, we encourage our practitioners to think critically about what is 'best' practice for their own projects and operating environment.

What is lifetime Certification?

Lifetime Certification means you do not need to pay an annual membership or subscription fee to maintain your Certification – it also means you never need to re-sit or retake an examination at this level.

Certification holders are encouraged to continue their professional development through practice and be progressively assessed at higher levels as they develop the requisite skills and experience.

How much does the course cost?

The course currently costs \$1,950 per person and includes post-workshop Certification at any level.

Discounts may also be available for groups of 10 or more, or when you use a promotional code provided by one of our community partners.

What if the course is terrible?

Good question! We offer an unconditional, no questions asked, 100% money back guarantee at any stage during the course prior to Certification – even after the course is complete!

Will you give me a reference?

ARC graduates and Certification holders are encouraged to connect with their assessor(s) on LinkedIn. At your request, they will endorse your project management skill on your profile.

Many awardees also include their Certification on their LinkedIn profile. In that instance, a unique hyperlink is provided for verification purposes.





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